

Executive Committee
Boulder Faculty Assembly
Minutes
October 27, 1997

Attendance:

Chair John Daily presiding, Vice Chair Cathy Comstock, Secretary Robert Schulzinger, Sanjai Bhagat (**also attending as rep for Faculty Compensations and Benefits**), Barbara Bintliff, Susan Dean, John Garnand, Dick Ham, Bob Hohlfelder, Mike Preston, Martha Jo Sani (**also attending as rep from Faculty Compensation and Benefits**), Phil Tompkins, Chris Armijo UCSU; **from BFA CAPPs**: Annie Tregouet; **special representatives**: VCAA rep Todd Gleeson, ASC chair Jeffrey Mitton

A meeting of the Boulder Faculty Assembly Executive Committee was held on Monday, October 27, in Porter Biosciences Room B121. Chair John Daily presided. The meeting convened at 3:30 p.m. and adjourned at 5:05 p.m.

A. Approval of Minutes

MOVED by Schulzinger and seconded by Hohlfelder the minutes of the 10/20/97 BFA Executive Committee meeting are approved.

The motion carried.

B. Chair Report

Announcements:

Copies of articles in *The Chronicle of Higher Education* (October 17, 1997) entitled "Reinventing the University: Object Lessons From Big Business" and a piece from the "Information Technology" section will be distributed to the members of the BFA Executive Committee.

Paul Tabolt has asked that ECO Pass funding methods be further explored.

Arts and Sciences Council (ASC)

Note ASC web page:

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Jeff Mitton, Chair of the Arts and Sciences Council, gave the following overview of the ASC and the standing committees of the ASC:

The two-and-a-half year old ASC consists of 46 elected members serving three year terms; representatives from each A&S academic unit; 10 represent the faculty at large; 1

representative for faculty of color; 1 representative for women. Mitton stated that 40% of ASC members are department chairs.

ASC Standing Committees:

Budget Committee; acts jointly with the Dean to review and approve the College budget

Cirriculum Committee; jurisdiction over all curricular matters

Diversity Committee: promotes diversity at all levels of the College

Grievance Committee: reviews and makes recommendations on the grievances of individual faculty members, groups, primary units, and appeals.

Personnel Committee; acts jointly with the Dean on matters of reappointment, tenure, promotion, and faculty evaluation

Planning Committee; acts jointly with the Dean in all aspects of planning for the College including its constituent programs, departments and other organizations

Honors Council; currently not considered a standing committee

Academic Ethics; currently not considered a standing committee

Appeals Committee on Academic Rules and Policies; currently not a standing committee

Committee on Committees; not a standing committee, 6 or 7 elected members to select committee membership

The membership of each standing committee is determined by the Committee on Committees, ASC does not approve committee membership but will hear appeals from individuals not wanting to serve on a particular standing committee. ASC members are asked to select a standing committee on which they would like to serve. Committees are also welcome to nominate any faculty member within Arts and Sciences to join a standing committee to maintain the number of people needed on a standing committee.

The ASC Executive Committee consists of the annually elected chairs of the ASC standing committees and meets once a month about one week before the monthly ASC meetings. The ASC Executive Committee convenes meetings; report on the work of the standing committees; maintains ongoing communication with the Dean and the ASC committees and is also charged with the periodic evaluation of the Dean and other College administrators.

C. Committee Restructure

Daily discussed the lack of communication on UCB and particularly between BFA and faculty. Daily suggested that BFA membership be delegated to UCB schools and colleges, both in terms of BFA and BFA Executive Committee representation in an effort to improve communication and to help eliminate parallel committees at UCB and to better define existing committees such as grievance committees. Academic Units without a current government structure, membership election to the BFA would remain according to the BFA bylaws. Daily would like to continue debate and discussion regarding the structure of the BFA.

Bob Hohlfelder commented that BFA and ASC working together would give faculty voice more effectiveness. Mitton reiterated the importance of shared governance and the reasonability of BFA and ASC working together.

Daily agreed to report on the governing structure of the College of Engineering and asked Bintliff to do the same for Law, Sani for Libraries and Garnand for Business.

CAPPS

Annie Tregouet, UGGS representative to CAPPS was present. Daily read the following message from R L Widmann, CAPPS member, in response to the review of CAPPS:

I sit on EPUS and thus would like to be a liaison between the two committees. During my previous work on EPUS in the 1980s, we saw a need to have communication between EPUS and the campus equivalent committees.

CAPPS should have a central role in *initiating polished drafts of policies for consideration by the BFA (and subsequently by the system-wide committee, EPUS) and should have a central role in *responding to inquiries about faculty views on/interpretations of existing policies.

I think that CAPPS should address the issue of classroom incivility and I think other committees should work on this issue as well.

I think that CAPPS should take an active role in formulating policies related to the changes in technologies that are impacting classroom instruction and research.

I think that CAPPS should, in conjunction with EPUS and the committees from the other three campuses, review the academic calendar for structure and for dates.

CAPPS has not met or elected a chair this semester, Daily asked that Widmann be asked to convene a meeting and elect a chair.

Faculty Compensation and Benefits

Martha Jo Sani, Sanjai Bhagat and Robert Schulzinger were present to discuss the BFA Faculty Compensation and Benefits Committee.

Sani will contact Dale Oesterle, former chair of FCBC, for information regarding committee accomplishments of the last two years, particularly the work he did on retirement options. Sani has volunteered to serve on the Faculty Council Personnel Committee as well as FCBC to improve communications. Sani reported that two new members would be selected, from an approved list of four, during the next committee meeting on Wednesday, November 5.

Schulzinger suggested having joint meeting with the BFA Budget Committee.

D. Committee Assignments

VPAA Search Committee

Phil Tompkins has been appointed to serve on the VPAA Search Committee on behalf of the BFA.

Student Mailing Review

A faculty member has not been suggested at this time, an e-memo will go out to deans, chairs and directors asking for nominations.

BCPC

Daily reported that he is still trying to contact the nominees from the 10/20/97 BFA Executive Committee meeting.

E. Grievance Procedures

Daily suggested an outline for grievance procedures at UCB, similar to an organizational chart, be developed by the BFA in an effort to simplify the process for those with a grievance. Chancellor Byyny suggested looking at the grievance procedures in the Faculty Handbook during this process. The BFA Professional Responsibilities Committee is currently handling grievances as they come through the BFA.

Garnand commented that he recently met with the new faculty Ombudsmen and that they are already overwhelmed and suggested building them into the grievance procedure.

Daily agreed to draft a notice of new motion for review by the BFA Executive Committee regarding the grievance process.

F. Report from Chancellor Byyny

Sexual Harassment

Chancellor Byyny reported that policy data has been compiled and would be available within a week to ten days. Neil Ashby has replaced Jane Bock on the Sexual Harassment Committee.

Campus Budget Advisory Committee

Byyny reported that the Campus Budget Advisory Committee will meet within the next two weeks and that the BFA Chair and BFA Budget Committee Chair are both represented on this committee.

Health Benefits

Byyny reported that there will be an audit of the overall health benefits program.

ASP

Byyny reported that the consensus is that ASP will go forward with at least some components of the project. The project leaders have purchased the software (\$3 million) with an option to buy the student advisory system. Byyny commented that Central Administration will have cost information, as well as projected savings, in January.

G. Next Meeting

The next regular meeting of the Boulder Faculty Assembly Executive Committee will be on Monday, November 1, 1997 in Porter Biosciences Room B121 from 3:30 p.m. to 5:00 p.m.